

**To:** Nixon, Yolanda[Nixon.Yolanda@epa.gov]  
**From:** Brown, Cynthia  
**Sent:** Tue 8/11/2015 8:50:16 PM  
**Subject:** RE: Bi-Weekly Pay Cap

Thanks lots. I'll get started on this task.

Cynthia K. Brown

Removal Enforcement Coordinator

214-665-7480

Brown.cynthia@epa.gov

**From:** Nixon, Yolanda  
**Sent:** Tuesday, August 11, 2015 3:49 PM  
**To:** Brown, Cynthia  
**Subject:** RE: Bi-Weekly Pay Cap

Hi Cynthia, the normal process is for the division to send HR a memo requesting the pay cap lift. The memo should contain information about the incident, the starting date of the incident and the duration of the incident. In the past, Pam Phillips generated the memo. I will then create the memo to have the RA and service center process the pay cap lift. I will be in the office on Wednesday, if you have any questions, we can get together then. Thanks.

S. Yolanda Nixon

Human Resources Specialist  
U.S. EPA - Region 6  
Human Resources Office  
(214) 665-2738  
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**From:** Brown, Cynthia  
**Sent:** Tuesday, August 11, 2015 9:06 AM  
**To:** Nixon, Yolanda  
**Subject:** FW: Bi-Weekly Pay Cap

Please add the following names to pay caps to be lifted.

Melina McCoy

Kim Ngo

Michael Torres

Dipanjana Bhattacharya

Brain Mueller

Damon McElroy

Tonia Biggs

LaDonna Turner

David Garcia

Chris Ruhl

Cynthia K. Brown

Removal Enforcement Coordinator

214-665-7480

[Brown.cynthia@epa.gov](mailto:Brown.cynthia@epa.gov)

**From:** Brown, Cynthia  
**Sent:** Sunday, August 09, 2015 10:21 AM  
**To:** Nixon, Yolanda  
**Cc:** Petersen, Chris; Webster, Susan  
**Subject:** Bi-Weekly Pay Cap

**Hi Yolanda,**

**As you probably know we had EPA staff working on the Gold King Spill over the weekend, at the COOP and in the field.**

**Starting with last pay period which ended August 8, 2015, we would like to request that you lift the bi-weekly pay cap for Mark Hayes and Eric Delgado.**

**Starting with the pay period we are now in, we need to get the pay cap lifted for the following:**

**Kenneth Shumake**

**Althea Foster**

**Joan Drammeh**

**Angela Restivo**

**John Rauscher**

**Phil Turner**

**Cynthia Brown**

**John Rinehart**

**Derek Ragon**

**Mark Hayes**

**Janie Acevedo**

**Mark McCasland**

**Jenna Manheimer**

**David Gray**

**Carmen Assunto**

**Chris Petersen**

**Ronnie Crossland**

**Susan Webster**

**John Martin**

**Matthew Loesel**

**More names may be added to this list later.**

**During previous events, a letter was provided to Ray Rodriguez from the Regional Administrator, requesting that pay caps be lifted. We did this most recently in the Mooring Support Oil Spill. I was told that most recently you developed this letter, however if you would like for me to provide this letter for signature, please let me know.**

**You can reach me at 214-789-9283 cell, or in the REOC Monday at 214-665-9705.**

**Thanks for your help.**

Cynthia K. Brown

Removal Enforcement Coordinator

214-665-7480

[Brown.cynthia@epa.gov](mailto:Brown.cynthia@epa.gov)